

**TREASURY LOAN AUTHORIZATION
TAKEDOWN REQUEST
DOA FORM TL-03**

Agency Name: _____

Agency Code: _____

Type of Loan: _____
=====

PART A. LOAN AUTHORIZATION

DOA Authorization Number: _____

Program/Project/Grant Title: _____

Appropriation Code (Program/Fund Detail): _____

Loan Authorization Amount: _____

Loan Authorization Date: _____
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PART B. AGENCY TAKEDOWN REQUEST AND ACKNOWLEDGMENT:

I acknowledge (a) receipt of advice of the loan authorization referenced above, and the conditions attached thereto; (b) responsibility to adhere to those conditions and arrange repayment of the loan made on such authorization by the date specified therein; and (c) request for the current takedown as listed below.

Total Loan Authorization: _____

Current Takedown Request: _____

Previous Takedowns: _____

Total Takedowns: _____

Loan Authorization Balance: _____
=====

Takedown Number: _____

Date: _____

By Borrower: _____

Title: _____
=====

PART C. POSTING

Department of Accounts

Recorded:

Date: _____ **Reference Number:** _____

Loan Fund Code: _____

By _____

Title _____

Distribution:

Financial Analysis and Services Unit, DOA

F:\Treasury Loans\Loan Documents (Word)\FY 2000\CHR FY 2000 TL03.DOC